

DRAFT
THE VIRGINIA BOARD OF SOCIAL WORK
CREDENTIALS COMMITTEE MEETING
MINUTES
Friday, October 28, 2011

The Credentials Committee of the Virginia Board of Social Work convened at 1:00 p.m. on Friday, October 28, 2011 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Catherine Moore called the meeting to order.

**COMMITTEE MEMBERS
PRESENT:**

Jennifer Blosser
Yvonne Haynes
Arthur Mayer
Catherine Moore
Nettie Simon-Owens

STAFF PRESENT:

Catherine Chappell, Dep. Exec Director – Licensing
Sarah Georgen, Administrative Assistant

CALL TO ORDER:

Ms. Moore welcomed the Committee members and called the meeting to order.

APPROVAL OF MINUTES:

The minutes from the June 23, 2011 Credentials Committee meeting were approved as written.

CLOSED SESSION:

Ms. Simon-Owens moved that the Committee convene in Closed Meeting pursuant to Section 2.2-3711(4) in accordance with Section 2.2-3704(A) and 54.1-108 of the Code of Virginia to discuss applications for licensure. She moved that Catherine Chappell and Sarah Georgen attend the Closed Meeting because their presence in the Closed Meeting was deemed necessary and would aid the Committee in its deliberations.

OPEN SESSION:

Ms. Simon-Owens moved that pursuant to Section 2.2-3712 of the Code of Virginia that the Committee heard, discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act and only such public business matters as identified in her motion by which the closed meeting was convened.

DISCUSSION:

The Committee considered 7 licensure requests.

DECISION:

The Credentials Committee made the following determinations:

1. The Committee requested that a revised registration contract be submitted on one (1) file
2. Denied one (1) application due to insufficient coursework and supervised experience
3. Denied four (4) applications due to insufficient supervised experience
4. Approved one (1) application for examination

REVISION TO GUIDANCE DOCUMENT 140-10

The Committee agreed that the fourth paragraph in the existing Guidance Document 140-10 be moved to the beginning of the guidance document to clarify that additional information on “clinical social work services” will be requested by the Board if the registration of supervision contract does not provide sufficient details on the proposed clinical supervised experience.

ADJOURNMENT

There being no further business to come before the Credentials Committee Meeting adjourned at 3:00 p.m.

Catherine Moore, Chair

Catherine Chappell, Deputy Executive Director - Licensing